



## YMCA Building Booking Form

Name and Organisation (if applicable):		
Address:		
Postcode:		
Contact No:		Email:
	<b>Please note all bookings will be in units of complete hours (i.e. 2-4 pm or 2.30-4.30pm). We do not take half hour bookings.</b>	<b>Please indicate <u>Date</u> and <u>times</u> of hire including setting up and tidying away (this allows us to ensure no overlap of bookings).</b>
Main Hall	£15 per hour	
Youth/Community Area	£10 per hour	
Use of the Kitchen	£10 up to 4 hours	
All of the above: Main Hall, Youth/Community Area and Kitchen – Full Day (up to 8 hours)	£200 (£150 – voluntary organisations)	
All of the above – Half Day (4 hours)	£100 (£75 - voluntary organisations)	
Hot Desk/ Meeting Room	£3 per hour £20 per 8 hours	
Childrens parties	£35 for 3 hours	
Youth Groups	£6 per hour per space	
Please indicate here the purpose of the hire -		
Payment can be made by BACS to: Go Golspie - <b>Account No: 14544365. Sort Code: 80-22-60</b>		
<p>I have read the Terms and conditions of the let and agree to abide by them.</p> <p>I agree to read the Fire Safety information, abide by Fire Safety instructions and inform all users about them.</p> <p>I confirm all health and safety requirements and (if applicable) food hygiene permits are In place.</p> <p>I confirm the appropriate safeguarding policies, insurance and Disclosure Scotland PVG scheme requirements are in place and up to date.</p> <p>I confirm any electrical equipment being used in the building has been inspected and tested if required.</p> <p>I agree to complete a Risk Assessment ahead of the activity which I understand Go Golspie may request to see.</p> <p>I agree <b>not</b> to enter the building out with my permitted booking time.</p> <p>All information is available in the Hall and on the YMCA page of GG website <a href="http://www.gogolspie.co.uk">www.gogolspie.co.uk</a>.</p>		
Signed:		Dated:

### GO GOLSPIE BOOKING FORM YMCA BUILDING

Go Golspie is a Scottish Charitable Incorporated Organisation NO: SC046438  
 Address: YMCA Building, East Millicent Avenue, Golspie, KW10 6TL. Tel: 01408 634033.  
 Email: [info@gogolspie.co.uk](mailto:info@gogolspie.co.uk)